

MINUTES
VILLAGE OF LAKE PARK COUNCIL MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
REGULAR SESSION
7 PM

October 8, 2019

ATTENDING: Mayor David Cleveland
Council Members: John Barnes, Pam Jack, James Record and Fabian Szarko
Village Administrator: Cheri Clark
Finance Officer: Cheryl Bennett
Attorney: Ken Swain

CALL TO ORDER: Mayor David Cleveland called the October 8, 2019 Regular Session Council meeting to order.

INVOCATION: James Record gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Cleveland led the Pledge of Allegiance.

PUBLIC COMMENT: There were no public comments.

APPROVAL OF MINUTES: Fabian Szarko made the motion to approve the September 10, 2019 Regular Session Council Minutes as presented. James Record seconded the motion.
Vote – Unanimous.

CHANGES TO THE AGENDA: Pam Jack made the motion to adopt the October 8, 2019 Council Meeting Agenda as presented. John Barnes seconded the motion. Vote – Unanimous.

SECURITY REPORT: Deputy Rucker shared that there were 71 calls for service in September, 483 self-initiated calls and 7 alarm calls. There were 21 traffic stops and 7 improperly parked vehicles in the month of September.

Mayor David Cleveland discussed Radar Sign data for Courtland Street. The average daily speed was between 11 and 15 miles per hour. During the data collection, no vehicles were going over 21 miles per hour. The Village has also posted a “Watch for Children” sign on the cul-de-sac side of Courtland.

Deputy Rucker shared that when the Radar Sign was on Carol Avenue, there were fewer rolling stops. Carol Avenue is the second busiest road in Lake Park. Mayor Cleveland shared that the new Council may want to consider purchasing additional Radar Signs.

PARKS AND RECREATION: James Record shared that P&R has the crack filler to repair the tennis courts prior to the Pickle Ball striping.

James Record made a motion to approve up to \$13,000 from Seasonal Decorations to set-up and take down Christmas lights and decorations and to change the banners twice. Fabian Szarko seconded the motion. Vote – Unanimous. The Garden Club has selected a Black Dragon evergreen for the Children’s Christmas Tree.

James Record made a motion to approve \$1,750 for landscaping at the Mathisen Square sign. John Barnes seconded the motion. Vote – Unanimous.

Due to the lack of interest, the Chili Cook-Off has been cancelled.

Mayor David Cleveland shared that MSA will be using the pool through October 18th.

COMMUNICATION COMMISSION: Pam Jack shared that the next Communication Commission meeting is November 4th at 7 pm. The New Resident Mixer on Sunday, September 22nd had two new families to participate. The Communication Commission will have a booth at the Fall Festival. Tiffany Zamora has resigned from the Communication Commission effective Monday, October 14th.

FINANCE OFFICER’S REPORT: Cheryl Bennett shared that the last quarter revenues have come in. The balance for the Deposits to Refund - \$1,200 and Late List Fees - \$16.56.

Currently the Front Entrance Accident funds are in the Miscellaneous Income Line Item. John Barnes made the motion to appropriate \$5,240 from the Miscellaneous Income Line Item to Park and Rec Repairs of Common Areas. James Record seconded the motion. Vote – Unanimous. James Record made the motion to pay Lucas Landscaping \$665 and GNC Masonry \$4,575 from the Parks and Rec Repairs of Common Areas line item. Pam Jack seconded the motion. Vote – Unanimous. Mayor David Cleveland shared that GNC Masonry smoothed out the area around the new pillar and since it is time to plant the fall flowers, Lucas Landscaping is not going to charge to re-landscape the area - \$1,262.92. Pam Jack made a motion to refund Lucia Diaz \$1,262.92. John Barnes seconded the motion. Vote – Unanimous.

Cheryl Bennett shared that the auditor is working on the 2018 – 2019 audit.

Mayor David Cleveland shared that MSA paid \$7,000 for the first month of pool rental and \$3,000 for an additional two weeks. The rental fees were put into the Miscellaneous Income Line Item. James Record made a motion to appropriate \$10,000 from the Miscellaneous Income Line Item to the Parks and Rec Electrical Line Item. John Barnes seconded the motion. Vote – Unanimous. The Village is waiting on quotes to install the lighting for the pool deck.

	Sep 19	Jul - Sep 19	YTD Budget	% of Budget
Ordinary Income/Expense				
Income				
Property Taxes				
Ad valorem current year	33,484.28	62,924.60	595,058.00	11%
Utility ad valorem	0.00	0.00	7,215.00	0%
Motor vehicle tax	0.00	8,131.13	89,209.00	9%
Ad valorem prior years	39.69	4,055.32	2,000.00	203%
Penalties and interest	71.99	395.08	1,800.00	22%
Total Property Taxes	33,595.96	75,506.13	695,282.00	11%
Other Taxes				
Stormwater Fees- current year	4,120.00	7,530.00	62,137.00	12%
Stormwater fees - prior years	0.00	60.88	250.00	24%
Total Other Taxes	4,120.00	7,590.88	62,387.00	12%
State Shared Revenues				
Alcoholic Beverage Tax	0.00	0.00	16,200.00	0%
Sales and use tax	6,334.12	6,334.12	210,000.00	3%
Telecom. Sales Tax	-58.76	-58.76	1,700.00	-3%
Elec. Sales Tax	-1,235.71	-1,235.71	102,000.00	-1%
Video Prog. Sales Tax	-700.02	-700.02	19,000.00	-4%
Piped Gas Sales Tax	336.53	336.53	7,100.00	5%
Solid Waste Disposal Tax	0.00	680.35	3,800.00	18%
Total State Shared Revenues	4,676.16	5,356.51	359,800.00	1%
Parks & Recreation Revenue				
Program Fees-Fishing Licenses	77.00	374.00	1,500.00	25%
Facility Rentals	495.00	2,019.00	3,000.00	67%
Daily swim fees	408.00	10,718.00	12,000.00	89%
Season pass pool fees	0.00	1,100.00	50,000.00	2%
Total Parks & Recreation Revenue	980.00	14,211.00	66,500.00	21%
Other revenues				
Zoning Permits	0.00	225.00	1,500.00	15%
Approp. Fund Balance	0.00	0.00	30,986.00	0%
Civil Penalties	50.00	80.00	600.00	13%
Investment revenue	834.30	2,620.73	8,000.00	33%
Miscellaneous	12,056.96	19,116.96	2,120.00	902%
Total Other revenues	12,941.26	22,042.69	43,206.00	51%
Total Income	56,313.38	124,707.21	1,227,175.00	10%
Expense				
General Government				
Other Expenditures				
Economic Development	0.00	0.00	0.00	0%

Contingency	0.00	0.00	15,000.00	0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	750.00	750.00	100%
Prof. Fees - Engineering	0.00	0.00	18,000.00	0%
Repairs & Maint. Services	3,721.95	3,943.86	43,537.00	9%
Total Stormwater Expense	<u>3,721.95</u>	<u>4,693.86</u>	<u>62,387.00</u>	<u>8%</u>
Total Other Expenditures	3,721.95	4,693.86	77,387.00	6%
Planning and Zoning				
Zoning Admin. Services	1,132.66	3,397.98	13,592.00	25%
Code Enforcement Services	0.00	0.00	600.00	0%
Consulting Fees	0.00	0.00	4,000.00	0%
Supplies	0.00	0.00	300.00	0%
Training	0.00	0.00	800.00	0%
Total Planning and Zoning	<u>1,132.66</u>	<u>3,397.98</u>	<u>19,292.00</u>	<u>18%</u>
Gen. Govt. Personal Services				
Adm Assistant	1,248.00	3,563.63	13,650.00	26%
Clerk/Tax Collector	5,960.34	17,881.02	71,524.00	25%
Council	2,561.20	2,561.20	12,806.00	20%
Finance Officer	1,574.75	4,724.25	18,897.00	25%
Mayor	1,313.25	1,313.25	5,253.00	25%
Payroll Expenses	1,054.95	2,558.26	10,400.00	25%
Total Gen. Govt. Personal Services	<u>13,712.49</u>	<u>32,601.61</u>	<u>132,530.00</u>	<u>25%</u>
Professional Fees				
Auditing Services	0.00	0.00	4,820.00	0%
Legal Services	3,960.00	3,960.00	18,000.00	22%
Total Professional Fees	<u>3,960.00</u>	<u>3,960.00</u>	<u>22,820.00</u>	<u>17%</u>
Supplies and Materials				
Office	889.87	1,125.02	7,100.00	16%
Total Supplies and Materials	<u>889.87</u>	<u>1,125.02</u>	<u>7,100.00</u>	<u>16%</u>
Services				
Communications/Newsletter	124.99	443.27	4,900.00	9%
Advertising	0.00	0.00	400.00	0%
Membership and dues	0.00	5,127.00	5,400.00	95%
Bank charges	68.68	195.17	950.00	21%
Elections	0.00	0.00	3,110.00	0%
Insurance/bonds	0.00	9,339.21	9,931.00	94%
Miscellaneous oper. exp.	0.00	62.83	500.00	13%
Website/flyers	0.00	0.00	1,500.00	0%
Postage	7.00	7.00	800.00	1%
Property Tax	51.32	51.32	400.00	13%
Tax collection	0.00	464.14	2,000.00	23%

Telephone	538.00	1,594.00	5,900.00	27%
Training	0.00	0.00	1,000.00	0%
Travel	<u>190.82</u>	<u>284.36</u>	<u>1,200.00</u>	<u>24%</u>
Total Services	980.81	17,568.30	37,991.00	46%
Capital Outlay				
Furniture/Office	0.00	0.00	7,000.00	0%
Sidewalk repairs	<u>0.00</u>	<u>0.00</u>	<u>15,000.00</u>	<u>0%</u>
Total Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>22,000.00</u>	<u>0%</u>
Total General Government	24,397.78	63,346.77	319,120.00	20%
Parks & Recreation				
Parks/Rec. Supplies & Materials				
Flags	0.00	0.00	3,500.00	0%
Janitorial /Cleaning Supplies	0.00	2.74	250.00	1%
Food/Provisions - events	0.00	817.71	3,500.00	23%
Pool Supplies	<u>0.00</u>	<u>0.00</u>	<u>2,100.00</u>	<u>0%</u>
Total Parks/Rec. Supplies & Materials	0.00	820.45	9,350.00	9%
Parks/Rec Services				
Pool Attendant Salaries	0.00	0.00	0.00	0%
Pool management fee	0.00	13,050.00	57,550.00	23%
Pool Operations	0.00	160.00	7,100.00	2%
Comm. center maintenance	325.59	2,128.10	9,150.00	23%
Seasonal Decorations	0.00	23.12	16,500.00	0%
Events Services	0.00	3,406.00	4,000.00	85%
Water/Sewer	688.19	1,408.92	6,000.00	23%
Natural Gas	<u>27.37</u>	<u>82.88</u>	<u>700.00</u>	<u>12%</u>
Total Parks/Rec Services	1,041.15	20,259.02	101,000.00	20%
Maintenance of Common Areas				
Landscaping	12,967.96	38,903.88	155,615.00	25%
Park maintenance	0.00	4,392.47	63,750.00	7%
Pond maintenance	1,381.50	4,269.50	19,600.00	22%
Electric Maintenance	0.00	875.00	7,500.00	12%
Repairs of Common Areas	<u>5,240.00</u>	<u>5,340.00</u>	<u>2,000.00</u>	<u>267%</u>
Total Maintenance of Common Areas	19,589.46	53,780.85	248,465.00	22%
Parks/Rec Capital Outlay				
Reserve for Tennis Court	0.00	0.00	10,000.00	0%
Reserve for Playground	0.00	0.00	5,000.00	0%
Benches, Tables etc.	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>0%</u>
Total Parks/Rec Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>17,000.00</u>	<u>0%</u>
Total Parks & Recreation	20,630.61	74,860.32	375,815.00	20%
Public Services/Safety				
Capital Outlay-ADA parking space	0.00	0.00	10,000.00	0%
Electric bills	9,175.98	27,766.52	116,800.00	24%

Street Signs	540.50	1,361.20	7,500.00	18%
Waste Collection	16,657.33	33,314.66	199,740.00	17%
Law enforcement	99,089.64	99,089.64	198,200.00	50%
Total Public Services/Safety	125,463.4	161,532.0		
	5	2	532,240.00	30%
Total Expense	170,491.8	299,739.1	1,227,175.0	
	4	1	0	24%
	-	-		
Net General Fund	114,178.4	175,031.9		
Powell	6	0	0.00	100%
Bill				
Other Income				
Interest - Powell Funds	0.00	390.51	800.00	49%
Powell Bill Revenue	47,626.21	47,626.21	96,050.00	50%
Total PB Income	47,626.21	48,016.72	96,850.00	50%
PB Expense				
Street Exp. - Powell Bill	0.00	0.00	96,850.00	0%
Total PB Expense	0.00	0.00	96,850.00	0%
Net Powell Bill	47,626.21	48,016.72	0.00	100%
	-	-		
Net Excess of Rev. over Exp.	66,552.25	127,015.1	0.00	100%
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STORMWATER: Cheri Clark shared that both the Normandy Pond headwall repair and the Lincoln Court storm drain repair have been completed.

PLANNING AND ZONING: Cheri Clark shared that the old Cemex Plant has been sold to MBMB Landholdings. MBMB Landholdings has been approached by a utility to use the property as a staging area.

PUBLIC SERVICES (Street, Waste Collection & Lighting): Mayor David Cleveland shared that the parking spaces on the west side of Creft from Balsam to Faith Church will be re-stripped and stop bars added to the Balsam and Sages intersection on Wednesday, October 9th.

John Barnes shared that North Carolina state pool lighting regulations have changed. The Village plans to use the \$10,000 from the MSA pool rental and \$5,000 from the Swim Team to permanently light the swimming pools and provide light for the tennis courts as well. The completion goal is November/December 2019. We are waiting on the numbers.

Pam Jack shared that Waste Collection has been doing pretty well.

COMMUNICATION INFORMATION: Pam Jack shared that topics for the November newsletter include: North Carolina HOAs, Fall Festival, E-notify, Election, Light outages, Open seat on the Communication Commission and events.

COUNCIL COMMENTS: James Record shared that he is looking forward to the election.

Fabian Szarko wished the candidates good luck with their campaigns.

Pam Jack wished the candidates good luck.

John Barnes shared that he has served 8 years and that Lake Park has good candidates to fill the open positions.

Mayor David Cleveland shared that he appreciates the clean campaigns that are being run and wished all of the candidates' - good luck.

Attorney Ken Swain wished everyone a Happy Halloween.

ADJOURN: Fabian Szarko made the motion to adjourn. James Record seconded the motion.
Vote – Unanimous.

Respectfully submitted,


Mayor David Cleveland


Village Administrator, Cheri Clark

